

Street Name and Building Number

Proper display of building numbers can facilitate identification of buildings for the provision of emergency, postal delivery and other government services as well as for the convenience of visiting public and tourists.

2. Under section 32(2) of the Buildings Ordinance, the Commissioner of Rating and Valuation (CRV) is empowered to allocate building numbers and prescribe the manner in which such numbers should be marked for the purpose of distinguishing such building. The CRV or the Building Authority (BA) may order the owner of a building to mark the building with the allocated building numbers in the prescribed manner.

Allocation of Building Number and Guidelines for Displaying Building Number

3. The CRV has issued a practice note setting out the principles on allocation of building numbers and guidelines for displaying building numbers. You are advised to make reference to the practice note which can be viewed and downloaded from the Rating and Valuation Department (RVD) webpage :-

English version : <http://www.rvd.gov.hk/en/issues/index.htm>

Chinese version : <http://www.rvd.gov.hk/tc/issues/index.htm>

4. In respect of the manner of displaying building number, it is stated in RVD's Practice Note 1/2007 that the building number should be clearly displayed above or at the side of the entrance to the premises. The colour of the number or number plate should contrast clearly with its background. The minimum height and width for each digit of the building number should be 50mm and 40mm respectively as shown below :-



New Buildings

5. For new buildings, the developer or an Authorized Person should take into account the building numbering principles set down in RVD's Practice Note 1/2007 during the design stage.

6. The CRV will allocate a provisional building number upon receipt of an application in writing from a developer or an Authorized Person after the consent to commence the building works has been given by the BA. Upon completion of the new building, the developer or the Authorized Person will be notified by the CRV of the official building number.

7. You should advise the developer to ensure that the allocated building number will be displayed, according to the guidelines laid down in RVD's Practice Note 1/2007, upon the allocation of official building number.

Existing Buildings

8. Where any alteration, repair or renovation works affect the display of street name and building number, the Authorized Person should ensure that any obscured, displaced or damaged street name or building number are repaired or replaced as soon as possible.

Enquiries

9. If you have any enquiries regarding the allocation and display of building number, please contact RVD direct :

Address:	303 Cheung Sha Wan Road, Cheung Sha Wan Government Offices, 15/F., Kowloon
E-mail address:	enquiries@rvd.gov.hk
Tel. No. :	2150 8986 or 2150 8902
Fax No.:	2152 0138

(CHEUNG Hau-wai)
Building Authority

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